

## March 27, 2018 Milford Aging Services Committee Meeting Minutes

Meeting called to order at 5:40 pm by Past President: Vi Stutzman..

Vi Stutzman indicated that Open Meeting Act Requirements have been met.

Roll call: Roy Cast, Vi Stutzman, Amy Salistean, and Joyce Daae present.

Joyce Daae indicated that a correction to the February 28, 2018 minutes is needed to change "reduced" rate to "suggested contribution" rate.. Roy Cast moved to accept the minutes of the February 28, 2018 meeting as corrected. Vi Stutzman, second. All in favor. Motion carried.

Amy Salistean presented the manager's report and budget. Copy of report distributed to those present. New activities and an update on building upkeep were reviewed and discussed.

### **Unfinished Business:**

A **Spin Mop** will be used on our tile floors. Joyce Daae will work with Mavis on this task to be sure that she understands the process. Process will be monitored to determine if this is something that Mavis can handle.

A suggestion to move the **Birthday Celebration** from the last Monday of the month to the First Monday of the month was discussed and **will remain on the last Monday of each month.**

### **New Business:**

**Bill paying procedure** was explained by Amy Salistean and questions answered. Procedure outlined in her manager's report.

**Grocery Costs** were discussed by the Board. In order to stay within budget requirements, the Board recommends that groceries purchased on Monday are acquired at Walmart and that Pac N Save be used for meats and last minute needs.

**Sr Center Website** posting and updates were discussed. Amy Salistean informed the Board that it is updated by Erica at the City office and that she had fallen behind, but now has April information on the site.

Roy Cast moved that our meeting be adjourned. Joyce Daae, second. Meeting adjourned at 7:00pm, Joyce Daae, secretary.